



Scott McCallum
Governor

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**THE WISCONSIN EXAMINING BOARD OF
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**Governor Names Oscar Herrera as Secretary of
Department of Regulation and Licensing**

Governor Scott McCallum announced on March 29, 2001, that Oscar Herrera would head the Department of Regulation and Licensing. As a 16-year state employee, Herrera brings a wealth of experience and knowledge of state government to his new position.

Born and raised in Mexico City, Herrera received a bachelor's degree in economics and a master's degree in agricultural economics from universities in Mexico. At the University of Wisconsin-Madison, he received a master's degree in continuing and vocational education and completed his doctoral studies in development.

Herrera joined the Wisconsin Coastal Management Program in 1985 and became director of the Program in 1992. For 14 years he was involved with the Federal Consistency Regulatory Program managed by the Wisconsin Coastal Management Program and oversaw enforcement of state policies in the coastal zone of Wisconsin (Wisconsin Great Lakes Coastal counties.)

From 1999 to his appointment as Secretary of Department of Regulation Licensing, he was director of the Bureau of Minority Business Development in the Department of Commerce.

Secretary Herrera looks forward to his new responsibilities and leading the Department of Regulation and Licensing.

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Secretary Marlene Cummings Retires

Governor Tommy G. Thompson announced that Marlene Cummings retired after serving 14 years as Secretary of the Department of Regulation and Licensing to pursue private interests.

Governor Thompson thanked Secretary Cummings for her years of outstanding work and guidance on licensing issues.

Secretary Cummings, who retired from state service on February 25, 2001, had served with Governor Thompson since the beginning of his administration and was one of his first cabinet appointments.

“Marlene truly is a great friend, a great leader and a source of stability within the administration,” Governor Thompson said. “We will miss her sound judgment and her innovative ideas. She has worked well with the licensing boards and her resignation will be a great loss for hundreds of board members and the entire state of Wisconsin.”

Governor Thompson said Secretary Cummings has had an extremely successful tenure that emphasized changes in the handling of disciplinary complaints and adopted innovative disciplinary procedures. Her innovations have included an agency time-line for handling complaints, the use of mandated education and a procedure for managing professionals with drug and alcohol addictions.

“My 14 years of service in Governor Thompson’s administration have been both inspiring and challenging,” Secretary Cummings said. “We were often at the forefront of significant business and health care developments.” Secretary Cummings also thanked Governor Thompson for his encouragement and the opportunity to serve, and wished him great success as a member of President Bush’s cabinet.

Secretary Cummings says she is retiring to devote more time to her family. She said that she also needs more time for research and writing.

Continuing Education Correction/Amendment

An article on continuing education hours in the October 2000 Regulatory Digest said that the required social worker ethics hours must be taught face-to-face and not through any media.

In the new rule recently created to establish the amount of credit to be granted for certain types of programs, section SFC 8.03(2), the social work section states that ETN courses and self-study (including correspondence) courses may not be used to satisfy the social work ethics requirement.

However, no such restriction was placed on “interactive internet learning courses” and such a

course on social work ethics may be used to satisfy the social work ethics requirement.

Continuing Education (“CE”) for Social Workers

Social workers at all levels of certification must complete at least 30 continuing education hours (“CEH”)s every two years. Of the 30 hours, at least 4 shall be in the area of social work ethics, and of those 4, at least 2 shall be in the area of professional boundaries. This requirement is established and described in chapter SFC 8 of the Administrative Rules. Some highlights of those rules, and answers to frequently asked questions, are given here.

CEHs and CEUs. A CEH must consist of at least 50 minutes of instruction. A CEU is equivalent to 10 CEHs.

Pre-approval of courses. The Social Work Section does not pre-approve CE programs. Consequently, no programs should be designated as “approved for Wisconsin credit”. The Section will accept training programs which cover one or more of the subject areas listed in section SFC 8.03 (1), i.e.

- social work practice, knowledge and skills,
- a field or subject area allied with and relevant to the practice of social work,
- theories and concepts of human behavior and the social environment,
- social work research, social policy and program evaluation, or social work practice evaluation,
- social policy and program administration or management,
- social work ethics,
- professional boundaries, or
- a subject of current importance as designated by the section.

It is not stated, but it is implicit in the rule that the program must be conducted by a person qualified to provide the education.

Acceptable providers. The section has indicated that it will accept programs covering the subject areas above provided by:

- public and private agencies as ongoing in-house training and development programs which meet agency mission requirements,
- accredited college and university schools of social work, and
- local or national professional social work associations.

Specifically, programs approved by the Association of Social Work Boards (ASWB) will be accepted. Further information about the ASWB approval process is available from the State Services Coordinator at 800-225-6880, ext. 3004. This is not intended to be an exhaustive list, and other programs taught by qualified presenters covering relevant subject areas will be accepted, but one advantage of

having a program provided by one of the three organizations above is that the following language could be used in promotional material:

“Social work training programs [provided by public and private agencies as ongoing in-house training and development programs which meet agency mission requirements] [provided by accredited college and university schools of social work] [sponsored or provided by local or national professional social work associations] will be accepted by the State of Wisconsin as continuing education hours for social workers.”

Certificate-holders who attend a CE program will be responsible for maintaining records which show that the program was provided by qualified instructors and that it covered one or more of the relevant subject areas.

Credit for various types of programs. A recent addition to the rules, section SFC 8.03 (2), clarifies the amount of credit which may be given for various types of programs:

- (a) formal presentations of relevant professional material at seminars, workshops, programs or institutes
- (b) university, college or vocational technical adult education courses
- (c) educational sessions at state and national conferences
- (d) educational telephone network (ETN) courses
- (e) interactive internet learning courses offered by an accredited university or pre-approved by ASWB
- (f) self-study courses approved by ASWB (also by NASW or schools of Social Work), including courses via the internet
- (g) authorship of a published textbook or professional resource book
- (h) authorship of a published chapter in a textbook or professional resource book, or a professional journal article
- (i) development of alternative media (computer software, videotapes, or audio tapes).

Refer to the rule (see below) for the details and the amount of credit for each.

Verification process. Each certified social worker must sign an affidavit on the biennial certificate renewal form that he or she has completed 30 continuing education hours during the preceding biennium. Documentation of CEHs should not be submitted with the renewal form. Certificate-holders must retain documentation of continuing education for at least 4 years, and if a certificate-holder is audited, he or she will be required to provide proof of compliance by delivering original documents showing attendance and completion of programs.

Initial period of certification. During the time between initial certification and the commencement of a full 2-year certification period, a new certificate holder is not required to meet continuing education requirements for the first renewal of his or her certification. However, applicants requesting certification based on holding a credential in another state must submit proof of at least 30 hours of continuing education substantially meeting the requirements of this chapter within the 2-year certification period prior to application.

Postponement or waiver. The Social Worker Section may grant a postponement or waiver of the continuing education requirement in cases of prolonged illness, disability, or other grounds constituting extreme hardship.

Governor Appoints New Board Member

Linda Schwallie, M.S. is Coordinator of the Behavioral Care Department for Prevea Clinic in Green Bay. Her professional affiliations include Clinical Member and Approved Supervisor in the American Association for Marriage and Family Therapy as well as membership in Sigma Theta Tau, a nursing honorary. Linda has also served in leadership roles for the Wisconsin Association for Marriage and Family Therapy as well as for the American Association for Marriage and Family Therapy.

Tidbits by Anita Kropf

When you “staff” a patient with your supervisor, whether it’s formal or informal, be sure to enter a progress note in the file indicating that you consulted with your supervisor.

The Wisconsin Certification Board is “grandparenting” those people who are trained and have done A&D treatment. This grandparenting period is for one year and you can get certified or a CADC. CICSW’s are already authorized to do alcohol and drug treatment under the DSM-IV. It is not necessary for a CICSW to get certified under their program to continue to treat A&D issues in your mental health/dual diagnosis counseling.

Remember: Never practice beyond your scope of practice (education, training and experience).

Currently, e-therapy is not regulated. The Board is in the process of determining how the State of Wisconsin will regulate counseling over the internet. The State of Colorado has outlawed any counseling that is not face to face. Other states, like Wisconsin, are working on regulating this new method of providing therapy. Some issues we are struggling with are determining if you are practicing without a license if your patient resides in another state, which state will investigate or prosecute if a violation takes place, etc. As you can imagine, this is a very complicated endeavor all states are struggling with.

If you are working toward your independent or independent clinical social work certification, your supervisor has to be (with rare exceptions which should be approved by the section in advance) a social work degreed person who has the certification of at least the same level you are working toward. Supervision may be exercised by a person other than an employment supervisor, keeping confidentiality of the patient in mind.

CSW's cannot provide psychotherapy.

No one in the State of Wisconsin can call themselves a social worker unless they are certified as such.

In billing insurance companies for psychotherapy, be sure you state your degree and your certification behind your name. Some companies will only reimburse MSW's and not MS's no matter what their certification is. Only writing CICSW may be construed as misleading the company to believe you are a MSW if you are an MS.

In 1993, social workers did get privileged communication and do not have to testify in court (section 905.04, Wis. Stats.)

NASW has a new website where questions or continuing education and certification information can be obtained. www.naswwi.org. The website for the Department of Regulation and Licensing is: www.drl.state.wi.us.

We are nearing the end of a two-year certification period on June 30, 2001. All certified social workers need to have completed 30 hours of CEH, 4 being on ethics and boundaries. We will be randomly selecting social workers to show proof of their continuing education hours. Are you prepared to submit this proof? Will you be one of the SW'ers we randomly select?

If you have a criminal conviction in your background, you may want to consult the social worker board before you pursue a degree or a certification in social work. Depending on the crime and how long ago the conviction was, you may be ineligible for admission to a school of social work or for any social work certification in the State of Wisconsin.

Supervisors: Does your malpractice insurance cover the work you are doing with the social worker "in training"?

Social work interns need to be supervised by a person with a degree in social work and certified in Wisconsin at least the level they are working toward.

Chapter SFC 8.03(2) CONTINUING EDUCATION

SFC 8.03 Continuing education programs.

(2) A continuing education program may take any of the following forms, with credit granted as follows:

(a) Formal presentations of relevant professional material at seminars, workshops, programs or institutes, which may include formal presentation and directed discussion of videotaped material: 1 CEH per hour of continuing education for attendees, 2 CEHs per hour of continuing education for presenters, but no additional CEHs will be granted for subsequent presentations of the same material.

(b) University, college or vocational technical adult education courses, which may include formal presentation and directed discussion of videotaped instruction: 10 CEHs per semester credit or 6.6 CEHs per quarter credit for students, 20 CEHs per semester hour or 13.2 CEHs per quarter hour for instructors, but no additional CEHs will be granted for subsequent presentations of the same material.

(c) Educational sessions at state and national conferences: 1 CEH per hour of continuing education for attendees; 2 CEHs per hour of continuing education for presenters, but no additional CEHs will be granted for subsequent presentations of the same material.

(d) Educational telephone network (ETN) courses: 1 CEH per hour of continuing education for attendees, 2 CEHs per hour of continuing education for presenters, but no additional CEHs will be granted for subsequent presentations of the same material, and ETN courses may not be used to satisfy the social work ethics requirement.

(e) Interactive internet learning courses offered by an accredited university or preapproved by the ASWB: 1 CEH per .1 CEU of instruction, but no more than 16 CEHs for interactive internet courses will be accepted in any biennium.

(f) Self-study courses approved by the association of social work boards, including courses via the internet: 1 CEH per credit completed, but self-study courses may not be used to satisfy the social work ethics requirement, and a maximum of 5 CEHs for self-study courses will be accepted in any biennium unless an exception is granted in advance by the section based on hardship or other extenuating circumstances.

(g) Authorship of a published textbook or professional resource book: 20 CEHs.

(h) Authorship of a published chapter in a textbook or professional resource book, or a professional journal article: 8 CEHs.

(i) Development of alternative media, computer software, videotapes, or audiotapes: 8 CEHs.

ALERT To Be or Not to Be... ALERT ALERT

Attention new MSW's! You have just received your hard-earned degree and accepted a job offer. Your job title is not that of social worker, but you will be doing what you have learned is social work. You want to start earning your 1600 hours so you can become a CICSW in two years. Many of you want to become eligible as DHFS psychotherapy providers as well. You have student loans to pay off, and probably other expenses. Since your job title is not "social worker"

you think you do not need to apply for Advanced Practice Social Work certification, thereby saving money. Some of you, in fact, may have your CSW or basic level social work certification. You think that you can work as a social worker with the CSW and avoid applying for APSW. What should you do?

As some recent applicants for CICSW/CISW have learned, this is not the way to proceed. You cannot engage in psychotherapy with just your CSW. This is prohibited by law (see SFC 6.01). Any hours you count towards CICSW, or towards DHFS hours, which entail psychotherapy, must be done while you have your APSW certification. As long as you have applied for APSW, even if it has not arrived yet, your hours towards a higher level of social work certification will count as those supervised hours. But you must apply for the certification.

It is also important to remember that 1600 supervised hours applied towards CISW or CICSW must be supervised by a CISW or CICSW. CICSW's must have CICSW supervision. CISW applicants can have either CISW or CICSW supervision. You can also be supervised by psychiatrists or psychologists, but except in rare circumstances this is in addition to social work supervision. You will not receive your higher certification levels unless social work supervision has been obtained.

You can't find a social worker at your agency to supervise you? You will need to contact one in your community or at a location of your preference and ask for supervision. You may even have to pay for it. Exceptions are granted only in extenuating circumstances that are approved ahead of time by the Social Worker section. The rationale for this rule is that while social work can encompass the practice of psychotherapy, social work is much more than psychotherapy. Hence the need for social work supervision.

Any questions? Don't hesitate to contact the Social Worker section of the Examining Board. Its members are ready and willing to address them. And good luck to those of you who are new MSW graduates.

Disciplines

PAUL K CHRISTOPHERSON CSW

GREEN BAY WI

SURRENDER

Charged with one count of party to the crime of theft by fraud; one count of theft by fraud; one count of misconduct in public office; eight counts of forgery-uttering; one count of theft by employee. Entered into a plea agreement. Pled no contest and found guilty and convicted of one count of party to the crime of theft by fraud; one count of misconduct in public office; two counts of forgery-uttering, one count of misconduct in public office. Effective 3/15/2001. Secs. 943.38(2), 946.12(4), 943.20(1)(b),(d),(3)(c) Case #LS0103151SOC

LISA M LOUDEN CSW

MILWAUKEE WI

SURRENDER

Failed to avoid a dual relationship. Effective 3/15/2001. Sec. 457.26(2)(f), Stats. SFC 20.02 (13) Case #LS0103152SOC

DAVID L SCHOONHOVEN MFT

OOSTBURG WI

SURRENDER

Failed to avoid a dual relationship or a relationship that may impair a therapist's objectivity or create a conflict of interest. Ended all his clients' therapy without proper termination which is gross negligence. Effective 4/26/2001. Sec. 457.26(2)(h), Stats. Psy 20.02(13),(22) Case #LS0104262MFT

PETER J BOWES EDD

MILWAUKEE WI

SURRENDER

Failed to avoid dual relationships or relationships that may impair a professional counselor's objectivity or create a conflict of interest. Failed to maintain adequate records relating to services provided to some of his clients. Effective 3/1/2001. Sec. 457.26(2)(h), Stats. SFC 20.02(13),(18) Case #LS0103291CPC

WILFRED A PERERA

MARIETTA GA

SURRENDER

Failed to avoid a dual relationship or a relationship that may impair his objectivity or create a conflict of interest. Engaged in sexual contact, sexual conduct, or other behavior with a client which could reasonably be construed as seductive. Effective 1/11/2001. Sec. 457.26(2)(h), Stats. SFC 20.02(11),(13),(22) Case #LS0008041SOC

CURTIS PETERSON CPC

MILWAUKEE WI

SUSPENDED

Engaged in sexual contact, sexual conduct, or other behavior with a client which could reasonably be construed as seductive. Suspended for at least one year effective 7/5/2000. May petition for termination of the suspension after one year. Sec. 457.26(2)(f), Stats. SFC 20.02(11),(22) Case #LS0009071CPC

2001 Meeting Dates

Social Workers Section

| | | |
|--------------|------------|-------------|
| June 13 | July 12 | August 15 |
| September 18 | October 25 | November 15 |
| December 5 | | |

Professional Counselors Section

| | |
|---------|--------------|
| July 11 | September 27 |
|---------|--------------|

Marriage & Family Therapists Section

| | | |
|------------|----------|---------|
| January 26 | April 26 | July 18 |
| October 24 | | |

Joint Board

| | |
|---------|------------|
| July 11 | October 24 |
|---------|------------|

Department of Regulation and Licensing
Examining Board of Social Workers,
Marriage and Family Therapists and
Professional Counselors
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Automated Phone System for Chiropractic, Acupuncture, Music, Art & Dance Therapy, Massage Therapy and Bodyworkers, Massage Therapists, Marriage & Family Therapists, Nursing, Optometry, Professional Counselors, Psychology, & Social Workers: (608) 266-0145

Press 1 To Request an Application
Press 2 Status of a Pending Application
Press 3 Verification of Credential Holder
Press 4 Name and Address Changes
To Request the Wisconsin Statutes and Administrative Codebook
Complaint Against a Credential Holder
To Request a Duplicate Credential
Renewal of a Credential
Legal Questions
Press 5 To repeat this menu or if you are calling from a rotary telephone, stay on the line and your call will be answered in the order received.
FAX: (608) 261-7083

Quick Keys

The following are voice mail “short cuts”:

To request a license application for your profession, just dial (608) 266-0145, then enter the Quick Keys number below for the profession you want:

| | |
|---------------------------------------------|-------|
| Social Worker | 1-3-4 |
| Social Worker Training Certificate | 1-3-3 |
| Professional Counselor Training Certificate | 1-3-3 |
| Professional Counselor | 1-3-2 |
| Marriage & Family Therapist | 1-3-1 |

Verifications

All requests for verification of license status must be in writing. There is no charge for this service. Requests

should be sent to the Department address or may be faxed to (608) 261-7083, Attention Verifications.

For our new “Online Verification of Credential Holders”, visit our website at www.drl.state.wi.us/ and click on the “Credential Holder Query” button.

Endorsements

Requests for endorsements to other states must be in writing. The cost is \$10. Please make check or money order payable to the Department of Regulation and Licensing.

Visit the Department’s Web Site

<http://www.drl.state.wi.us/>
Send comments to dorl@drl.state.wi.us

Change of Name or Address?

Please photocopy the mailing label of this digest, make changes in name or address, and return it to the Department. Confirmation of changes are not automatically provided.

WIS. STATS. S. 440.11 ALLOWS FOR A \$50 PENALTY TO BE IMPOSED WHEN CHANGES ARE NOT REPORTED WITHIN 30 DAYS.

Wisconsin Statutes and Code

Copies of the Wisconsin Statutes and Administrative Code for Social Workers, Marriage and Family Therapists and Professional Counselors can be ordered through the Board Office. Include your name, address, county and a check payable to the Department of Regulation and Licensing in the amount of \$5.28. The most current publication date is February, 2001.